

# **ERAVE DEATH MODULE**



**Creating a New  
Death Case**

# ERAVE Welcome Screen

**ERAVE** stands for:  
**E**lectronic  
**R**egistration of  
**A**rkansas  
**V**ital  
**E**vents

## Consist of three Modules

- Death Registration Module
- Infant Hearing Screening Module
- Birth Registration Module

## Additional Information

- Erave Help Desk Information
- Vital Records Section Information
- Infant Hearing Screening Information

**Click the “Login” button**

Windows Internet Explorer window titled "Welcome to ERAVE - Windows Internet Explorer". The address bar shows "http://10.141.128.205:8080/erave/gui/login/welcomeAR.jsp". The browser interface includes a menu bar (File, Edit, View, Favorites, Tools, Help), a toolbar with icons for Favorites, Suggested Sites, Free Hotmail, and Get more Add-ons, and a status bar at the bottom showing "Internet" and "95%".

The main content area displays the "Arkansas Department of Health" banner with a logo and a photo of three people. Below the banner is the "ERAVE" logo and the text "Electronic Registration of Arkansas Vital Events".

**Welcome to the Electronic Registration of Arkansas Vital Records (ERAVE) system provided by the Arkansas Department of Health. The ERAVE system provides authorized users a secure, online method for submitting and managing reports of vital events including deaths, infant hearing screenings, births, and fetal deaths.**

**ERAVE Help Desk**

PHONE: 501-???-????  
EMAIL: ["mailto:link"](#)  
8:00 am to 4:00 pm  
(Monday - Friday)

**Vital Records Section**

PHONE: 501-661-????  
FAX: 501-661-2717  
[Vital Records ERAVE Information](#)  
ADDRESS:  
Vital Records Section  
Arkansas Department of Health  
4815 West Markham, Slot 44  
Little Rock, AR 72205

**Infant Hearing Screening Program**

PHONE: 501-280-4740  
FAX: 501-661-2717  
ADDRESS:  
Infant Hearing Program  
Arkansas Department of Health  
4815 West Markham, Slot 20  
Little Rock, AR 72205

**Death Registration Module**

The Electronic Death Registration System (EDRS) allows funeral directors and medical certifiers to electronically file death certificates. The EDRS includes online correction and amendment requests, printing of permits, and requests for certified copies.

**Infant Hearing Screening Module**

The Electronic Infant Hearing System (EIHS) allows specified users involved in Early Hearing Detection and Intervention (EHDI) in Arkansas online access for reporting newborn hearing screening and follow-up hearing test results.

**Birth Registration Module**

The Electronic Birth Registration System (EBRS) provides electronic filing of birth and fetal death records. The EBRS will be available late 2013.

**LOGIN**

# ERAVE Login Screen

Enter your User Name  
Enter your Password

Click the “Log In”  
button

ERAVE - Login Page - Windows Internet Explorer


http://10.141.128.217:8080/erave/do/login

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ERAVE - Login Page

Page Safety Tools



**ERAVE**  
Electronic Registration  
of Arkansas Vital Events

**WARNING:**

The purpose of the Electronic Registration of Arkansas Vital Events (ERAVE) system is to support the needs of the Arkansas Department of Health and other users such as Funeral Directors, Attending Physicians, Medical Examiners and Delivering Hospitals. This system may be used only for the purpose for which it is provided. Any attempt to file fraudulent Certificates of Birth, Death or Stillbirth is punishable in accordance with Arkansas Statutes.

By accessing this system, I agree to use this system only for the purpose of filing a Certificate of Birth, Death or Stillbirth where that vital event has occurred in the State of Arkansas.

I understand that failure to adhere to the above agreement will result in loss of access to ADH Internet databases, and I may be subject to legal penalties.

Username:

Password:

Done

Internet 95%

# ERAVE Location screen

Select the location that your  
are going to sign is as.

ERAVE - Choose ERAVE Location - Windows Internet Explorer

http://10.141.128.217:8080/erave/do/login

File Edit View Favorites Tools Help

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ERAVE - Choose ERAVE Location

ERAVE  
Electronic Registration  
of Arkansas Viral Events

Select your location:

- ST VINCENT HEALTH SYSTEM	- VITAL RECORDS
- HOSPICE HOME CARE - PINE BLUFF	- ROLLER-CHENAL FUNERAL HOME
- ADH	- ANTHONY ENOCH
- ROLLER-BALLARD FUNERAL HOME	- PULASKI COUNTY
- STOCKDALE FUNERAL SERVICES INC.	- SALINE COUNTY HEALTH UNIT - BENTON
- CHIEF MEDICAL EXAMINERS OFFICE	

Internet 95%

# ERAVE Main Page

Main Menu →

New Message →

Queues →

## • Open Cases

- First name
- Last name
- Date of Death
- PI Status
- Med. Status
- Rec. Status
- Details
- Action

Click the word “Death”

ERAVE - Main Page - Windows Internet Explorer

http://10.141.128.217:8080/erave/do/login

File Edit View Favorites Tools Help

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ERAVE - Main Page

Logged in as:  
Anthony Enoch  
at ROLLER-CHENAL FUNERAL HOME [change]  
Unit: ROLLER-CHENAL FUNERAL HOME

Version: RLS-0-64-TRN  
11/27/2012 01:27 PM  
Logout Help

[Death](#) | [Fatal Death](#) | [Requests](#) | [System](#) | [Ad Hoc Reports](#)

News

News Message

There is no news for Anthony Enoch

Open Cases (6)

First	Last Name	Date of Death	PI Status	Med. Status	Rec. Status	Details	Action
RONALD	SIMMONS	04/11/2012	Signed	Certified	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
ALICE	JOHNSON	04/15/2012	Case pending	Certified	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
AL	BUNDY	07/07/2012	Signed	Case pending	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
TONY	ROMO	07/07/2012	Signed	Declined to certify	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
ANTHONY	FRED	08/03/2012	Ready to be sig...	Certified	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
ROBERT	PALMER	09/28/2012	Signed	Case pending	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>

Done

Internet 95%

# Death-Main Menu

ERAVE - Main Page

Logged in as:  
Anthony Enoch  
at ROLLER-BALLARD FUNERAL HOME [change]  
Unit: ROLLER-BALLARD FUNERAL HOME

**ERAVE**  
Electronic Registration  
of Arkansas Vital Events

Version: RLS-0-64-TRN  
11/27/2012 01:51 PM  
Logout | Help

Main—Death

Create Case | Update Case | Modify Record | Search | Print | Import | Export

News

News Message

There is no news for Anthony Enoch

Open Cases (5)

First	Last Name	Date of Death	PI Status	Med. Status	Rec. Status	Details	Action
ANTHONY	ONE	05/03/2012	Signed	New	Dropped to Paper	<a href="#">Details</a>	<a href="#">Process</a>
FRED	THOMAS	05/06/2012	Signed	New	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
JOHN	CANNON	09/09/2012	Case pending	New	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
BILL	WATTS	09/09/2012	Case pending	New	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
ANTHONY	FIVE	09/28/2012	Case pending	New	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>

Main—Death Menu

Headings

- Create Case
- Update Case
- Modify Record
- Search
- Print

Open Cases Queue

Click the words **“Create Case”** in the upper left-hand corner of the screen to search for and start a record.

## Create Case Menu

- Enter the **Decedent's** first and last name
  - If unknown click the box entitled "Decedent's name unknown".
- Enter **Decedent's Sex**
- Enter decedent's **Date of Death**
  - Date of Death can be entered with or without using forward slashes
- Enter decedent's **Date of Birth**
  - If unknown enter all 9's for date of birth
- Enter decedent's **County of Death**
  - If unknown select unknown from the drop down menu
- Click the **"Search"** button

ERAVE - Dynamic Screen Engine - Windows Internet Explorer

http://10.141.128.217:8080/erave/go/9471354045873366=2708091746732

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Logged in as:  
Anthony Enoch  
at ROLLER-BALLARD FUNERAL HOME [change]  
Unit: ROLLER-BALLARD FUNERAL HOME

**ERAVE**  
Electronic Registration  
of Arkansas Vital Events

Version: RLS-0-64-TRN  
11/27/2012 02:11 PM  
Logout | Help

Main -- Death -- Create Case

**Start Case Information**

**Decedent's Name**  
First   
Last   
☐ Soundex on last name

**Decedent's Sex**  
Sex

**Decedent Unknown**  
☐ Decedent's name is unknown  
FH case number

**Date of Death**  
Date of death (MM/DD/YYYY)

**Decedent's Date of Birth**  
Date of birth (MM/DD/YYYY)

**Place of Death**  
Death County

Microsoft PowerPoint - [Presentation1]

start | Inbox - Microsoft Out... | Microsoft PowerPoint ... | ERAVE - Dynamic Scr... | 2:32 PM

## Record List Screen

0 Records found

If a record with a similar Name had been found the name would appear here along with the status of the record and the number 1 would show above next to “(Records found)”.

If a group of records appears, find the record with the information that matches the record that you’re entering by clicking the “Details” button on the far right of the name listed on the screen and verify that information matches the information you are entering.

If no matching or similar records are found **click the “Create New Case” button**.

ERAVE - Records List - Windows Internet Explorer

http://10.141.128.217:8080/erave/servlet/dse/process

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ERAVE - Records List

Logged in as:  
Anthony Enoch  
at ROLLER-BALLARD FUNERAL HOME [change]  
Unit: ROLLER-BALLARD FUNERAL HOME

**ERAVE**  
Electronic Registration  
of Arkansas Vital Events

Version: RLS-0-64-TRN  
11/27/2012 03:01 PM  
Logout | Help

Main -- Death -- Create Case

### Records List ( 0 Records found )

Last Name	First	Date of Death	County of Death	Sex	Funeral Home	Certificate	Subm	Reg	Action for FH	Action for MC	Details
There were no results that matched your search.											

Create New Case

Exit

Done

Internet 95%



# Death Record

## Tab 1 (Decedent)

### Erave Defaults to Tab 1 Decedent

• All information entered in the “Create Case” screen is auto-populate into this tab

### 3. Time of Death.

Enter Time of Death.

If time of death is unknown enter all 9s in the box

Select AM or PM from the “Time Indicator” drop down menu.

If unknown select unknown from the drop down menu.

### 4. Decedent's Social Security Number.

Enter the SSN

If unknown click the box entitled unknown(9's will auto-populate SSN number)

\*To learn more about the SSN verification process click [SSN Verification](#)

Click the Next button

ERAVE - Dynamic Screen Engine - Windows Internet Explorer

http://10.141.128.217:8080/erave/servlet/search\_histlist

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ERAVE - Dynamic Screen Engine

Attachments Help

Arkansas -- EDRS: Name: WILLIAMS, THOMAS DOD: 01/01/2012

1 Decedent 2 Decedent Info 3 Place of Death 4 Parents/Informant 5 Disposition 6 Decedent History 7 Funeral Home/Embalmer 8 Actual Date/Pronounce/Contact 9 Cause of Death 10 Manner/Details/Injury 11 Certifier 12 Case Actions

**1. Decedent's Legal Name**

Name is unknown ☐

First THOMAS

Middle

Last WILLIAMS

Suffix Select

☐ Decedent has AKA's

Request fee paid Not required

Update pending flag N

**2. Decedent's Sex**

Sex MALE

**3. Date/Time of Death**

Date of death (MM/DD/YYYY) 01/01/2012

☐ Date found ☐ Approximate

Time of death (HH:MM)

Time indicator Select

☐ Time found ☐ Approximate

**4. Decedent's Social Security Number**

SSN

☐ Unknown

☐ None

☐ Verified with informant

Verification status 35 - No SSN verification - missing or invalid data

**5. Decedent's Age - Last Birthday**

Completed units Years

Completed age 42

Verification required Select

**6. Decedent's Date of Birth**

Date of birth (MM/DD/YYYY) 04/11/1969

**Decedent's Reference (optional)**

Funeral home case number

Medical record number

Medical examiner case number

Coroner case number

Previous Next Finish Cancel

## Tab 2 Decedents Info

### 7. Birthplace.

Enter decedent's birthplace

If state and city are unknown select unknown from the drop-down menu for state and type in unknown for the city

### 8. Residence

Enter decedent's resident address and click the **VALIDATE** button.

If residence is unknown type unknown for "**Number and Street**" and for "**City or Town**". Also select unknown for the **County** of residence then check the "Accept address" box.

### Inside City Limits.

Select "Yes" or "No"

### 9. US Armed Forces.

Select Yes, No or Unknown

### 10. Marital Status.

Select the appropriate status

### 11. Surviving Spouse.

List the full maiden name

Click the "Next" button.

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http://10.141.128.217:8080/erave/servlet/dse/process

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Attachments

Arkansas -- EDRS: Name: WILLIAMS, THOMAS DOD: 01/01/2012

1 Decedent 2 Decedent Info 3 Place of Death 4 Parents/Informant 5 Disposition 6 Decedent History 7 Funeral Home/Embalmer 8 Actual Date/Pronounce/Contact 9 Cause of Death 10 Manner/Details/Injury 11 Certifier 12 Case Actions

7. Birthplace

Country: UNITED STATES

State/province: Select

City list: Select

City:

8. Residence

Number and street:

Apartment number:

Country: UNITED STATES

State/province: ARKANSAS

County: Select

City list: Select

City or town:

Zip code:

Validate address: **VALIDATE**

Validation result: Address not validated

☐ Accept address

Inside city limits? Select

9. US Armed Forces

Decedent ever in US armed forces? Select

10. Marital Status at Time of Death

Marital status: Select

Verification required: Select

11. Surviving Spouse's Name

Unknown: ☐

Unknown - specify:

First:

Middle:

Last (if wife last name prior to first marriage):

Suffix: Select

Previous Next Finish Cancel

# Tab 3

## Place of Death

### 12. Place of Death.

Select the appropriate (inpatient, ER/outpatient, DOA, decedent's home, etc...)  
Country, State and County fields will auto-populate.  
Select the appropriate facility from the drop down menu.  
Facilities Address, City and Zip Code will auto-populate the other fields

- If **Place of Death** is "Other" select "Other" from the drop down menu, Key in the Facility Name, Address, City, Zip Code and click the button entitled "Validate Address".
- If a Hospice facility is not listed, select "Other" from the drop down menu, check the box entitled hospice patient and key in the Facility name, Address, City , Zip Code and click the "Validate Address" button

**Click the Next Button**

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ERAVE - Dynamic Screen Engine

Attachments

Arkansas -- EDRS: Name: WILLIAMS, THOMAS DOD: 01/01/2012

1 Decedent 2 Decedent Info 3 Place of Death 4 Parents/Informant 5 Disposition 6 Decedent History 7 Funeral Home/Embalmer 8 Actual Date/Pronounce/Contact 9 Cause of Death 10 Manner/Details/Injury 11 Certifier 12 Case Actions

**12. Place of Death**

Place of death Select

Other - specify

Hospice patient?

Hospice - specify

Country UNITED STATES

State ARKANSAS

County PULASKI

Hospitals Select

Facilities Select

Nursing homes Select

Facility name

Number and street

Apartment number

City list Select

City or town

Zip code

Validate address VALIDATE

Address validation status Address from code table

Accept address

Previous Next Finish Cancel

**Additional Resources for Medical Information (optional)**

Attending Physician

Name:

Phone:

Primary Care Physician

Name:

Phone:

Other Medical Professional

Name:

Phone:

Section to be completed by Attending Physician or Hospital

## Tab 4 Parents/Informant

### 13. Father's Name.

Enter father's full name

- If unknown check the box entitled unknown
- Select the appropriate suffix (If necessary)

### 14. Mother's Name.

Enter mother's full name

- If unknown check the box entitled unknown
- Select the appropriate suffix (if necessary)

### 15. Informants Name/Address

- Select the appropriate relationship to decedent and key in the name
  - If relationship is mother, spouse, or father the name field will auto-populate
- Select Yes or No if decedents address is the same as informants
  - If Yes, the information will auto-populate and validate in this field .
- Click the Validate button.
  - If address doesn't validate check the Accept Address box.

**Click the Next button.**

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Attachments

Arkansas -- EDRS: Name: WILLIAMS, THOMAS DOD: 01/01/2012

1 Decedent 2 Decedent Info 3 Place of Death 4 Parents/Informant 5 Disposition 6 Decedent History 7 Funeral Home/Embalmer 8 Actual Date/Pronounce/Contact 9 Cause of Death 10 Manner/Details/Injury 11 Certifier 12 Case Actions

**13. Father's Name**

Unknown ☐

First

Middle

Last

Suffix

**14. Mother's Name Prior to First Marriage**

Unknown ☐

First

Middle

Last

Suffix

**15. Informant's Name and Address**

Relationship to decedent

Other - specify

First

Middle

Last

Suffix

Address same as decedent's residence

Number and street

Apartment number

Country

State/province

City list

City or town

Zip code

Validate address

Address validation status

☐ Accept address

Done Internet 95%

## Tab 5 Disposition

### 16a. Method of Disposition

• If Cremation or Removal from state is selected, you will be prompted to print the permit before you can submit the record for registration.

• Select to whom the permission is given from the drop down menu, type in their full name and license number.

### 16b,c. Place of Disposition

• Country and State fields will auto-populate.

• Select Cemetery or Mausoleum and City from drop down menu.

• If Cremation, Removal from state or Other is checked, then select the appropriate Country, State and type in the Name of the Cemetery and City.

• Type in the City name only if it is not listed in the drop down menu.

**Click the Next button**

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ERAVE - Dynamic Screen Engine

Attachments

Arkansas -- EDRS: Name: WILLIAMS, THOMAS DOD: 01/01/2012

1 Decedent 2 Decedent Info 3 Place of Death 4 Parents/Informant 5 Disposition 6 Decedent History 7 Funeral Home/Embalmer 8 Actual Date/Pronounce/Contact 9 Cause of Death 10 Manner/Details/Injury 11 Certifier 12 Case Actions

**16a. Method of Disposition**

☐ Burial ☐ Donation

☐ Cremation ☐ Entombment ☐ Removal from state

☐ Other

Other - specify

**16b, c. Place of Disposition**

Country UNITED STATES

State/province ARKANSAS

Cemetery list Select

Crematory list Select

Mausoleum list Select

Name of cemetery or other place

City list Select

City or town

**Transit/Cremation Permit Information**

Permission is given to Select

Name

License Number

Previous Next Finish Cancel

Internet 95%

## Tab 6 Decedent History

### 28. Decedent's Education

- Select the appropriate level of education completed from the drop down menu.

- If unknown select Unknown from the Education drop down menu and select the appropriate reason from the "If Unknown" drop down menu

### 29. Decedent's Hispanic origin

- Select the appropriate origin
  - Multiple boxes may be checked for this section

### 30. Decedent's Race

- Select the appropriate Race.
  - Multiple boxes may be checked for this section

- If American Indian, Asian, Pacific Islander or Other Race is checked you will be prompted to type in the specific race.

### 31-32. Decedent's Occupation

- Type in the Usual Occupation and Industry

**Click the Next button**

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ERAVE - Dynamic Screen Engine

Attachments

Arkansas -- EDRS: Name: WILLIAMS, THOMAS DOD: 01/01/2012

1 Decedent 2 Decedent Info 3 Place of Death 4 Parents/Informant 5 Disposition 6 Decedent History 7 Funeral Home/Embalmer 8 Actual Date/Pronounce/Contact 9 Cause of Death 10 Manner/Details/Injury 11 Certifier 12 Case Actions

**28. Decedent's Education**

Education: Select

If Unknown: Select

Verification required: Select

**29. Decedent's Hispanic Origin**

☐ Not Spanish, Hispanic, or Latino

☐ Mexican, Mexican American, or Chicano

☐ Puerto Rican

☐ Cuban

☐ Other Hispanic Origin Specify:

☐ Sought, but Unknown

☐ Not Obtainable

☐ Refused

**31-32. Decedent's Occupation and Industry**

Usual occupation:

Kind of business/industry:

**30. Decedent's Race**

☐ White

☐ Black or African American

☐ American Indian or Alaska Native Specify:

☐ Asian Indian

☐ Chinese

☐ Filipino

☐ Japanese

☐ Korean

☐ Vietnamese

☐ Other Asian Specify:

☐ Native Hawaiian

☐ Guamanian or Chamorro

☐ Samoan

☐ Other Pacific Islander Specify:

☐ Other Race Specify:

☐ Sought, but Unknown

☐ Not Obtainable

☐ Refused

Previous Next Finish Cancel

Done Internet 95%

## Tab 7 Funeral Home/Embalmer

### 17d,e. Funeral Home License No

- All fields for this section will be auto-populated. In the event of a Trade call, check the box entitled “Trade call” and select a funeral home from the “Trade Call Funeral Home list” and type in the correct telephone number.

### 17c. Funeral Service Licensee or Agent

- Select the appropriate name from the drop down menu.

- All other fields will auto-populated for this section.

- If the name is not listed, type in the name and license number

### 17a,b. Embalmer

- Select Yes or No if embalmer is same as funeral director. If No, select embalmer from either drop down menu. If Yes, all other fields will auto-populate for this section except the license number. **It must be keyed in.**

**Click the Next button**

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Attachments

Arkansas -- EDRS: Name: WILLIAMS, THOMAS DOD: 01/01/2012

1 Decedent 2 Decedent Info 3 Place of Death 4 Parents/Informant 5 Disposition 6 Decedent History 7 Funeral Home/Embalmer 8 Actual Date/Pronounce/Contact 9 Cause of Death 10 Manner/Details/Injury 11 Certifier 12 Case Actions

**17 d,e. Funeral Home/License No.**

☐ Non-Arkansas Funeral Home

Arkansas funeral homes: ROLLER-CHENAL FUNERAL HOME - LITTLE ROCK

Trade call: ☐

Trade call funeral home list: Select

Name: ROLLER-CHENAL FUNERAL HOME

Phone: 501-224-9300

Number and street: 13801 CHENAL PKWY

Apartment number:

Country: UNITED STATES

State/province: ARKANSAS

City list: Select

City or town: LITTLE ROCK

Zip code: 72212

Funeral home license number: 021

Preferred method of contact: EMAIL

Contact information: VOIDCHENAL@ROLLERFUNERALHOMES.COM

**17 c. Funeral Service Licensee or Agent**

List by name: Select

List by license number: Select

License number:

First:

Middle:

Last:

Suffix: Select

**17 a,b. Embalmer**

☐ Not embalmed

Same as funeral director: Select

Embalmers by name: Select

Embalmers by license: Select

License Number:

First:

Middle:

Last:

Suffix: Select

Previous Next Finish Cancel

Done Internet 95%

## Tab 8 Actual Date/Pronounce/ Contact

### 3. Actual or Presumed Date/Time of Death

- This information will auto-populate from **Tab 1** for this section.

### 18a-b. Confirm Date/Time

Complete with date/time pronounced dead.

### 18c. Person Pronouncing Death

- Select the **“Pronouncer type”** from the drop down menu. (i.e. physician, coroner, etc...)
- Select the pronouncer’s name from the appropriate drop down list.
  - If pronouncer is not listed in drop down menu, manually key in the name.

### 19. ME or Coroner Contacted

- Select **“Yes”** or **“No”** from the drop down menu.

Click the **“Next”** button

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http://10.141.128.217:8080/erawe/servlet/dse/process

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ERAWE - Dynamic Screen Engine

Attachments

Arkansas -- EDRS: Name: WILLIAMS, THOMAS DOD: 01/01/2012

1 Decedent 2 Decedent Info 3 Place of Death 4 Parents/Informant 5 Disposition 6 Decedent History 7 Funeral Home/Embalmer 8 Actual Date/Pronounce/Contact 9 Cause of Death 10 Manner/Details/Injury 11 Certifier 12 Case Actions

3. Actual or Presumed Date/Time of Death

Date of death (MM/DD/YYYY) 01/01/2012

☐ Date found

☐ Approximate

Time of death (HH:MM) 04:30

Time indicator PM

☐ Time found

☐ Approximate

18a-b. Date/Time Pronounced Dead

Date pronounced (MM/DD/YYYY)

Time pronounced (HH:MM)

Time indicator Select

18c. Person Pronouncing Death

Pronouncer type Select

Physician list Select

Medical examiner list Select

Coroner list Select

Hospice RN list Select

First

Middle

Last

Suffix Select

Title list Select

Title

19. ME or Coroner Contacted

Was medical examiner or coroner contacted? Select

Previous Next Finish Cancel

start

Inbox - Microsoft Out... ERAWE - Dynamic Scr... Microsoft PowerPoint ...

Wednesday, November 28, 2012 1:18 PM



## Tab 9 Cause of Death

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Attachments Help

Arkansas -- EDRS: Name: WILLIAMS, THOMAS DOD: 01/01/2012

1 Decedent 2 Decedent Info 3 Place of Death 4 Parents/Informant 5 Disposition 6 Decedent History 7 Funeral Home/Embalmer 8 Actual Date/Pronounce/Contact 9 Cause of Death 10 Manner/Details/Injury 11 Certifier 12 Case Actions

**20. Cause of Death PART I.**

Enter the chain of events (diseases, injuries, or complications) that directly caused the death. DO NOT enter terminal events such as cardiac arrest, respiratory arrest, or ventricular fibrillation without showing the etiology. DO NOT ABBREVIATE. Enter only one cause on a line.

☐ Cause of death pending

**IMMEDIATE CAUSE** (Final disease or condition resulting in death)

APPROXIMATE INTERVAL:  
Onset to death

a.

Due to (or as a consequence of)

Sequentially list conditions, if any, leading to the cause listed on line a.  
Enter the UNDERLYING CAUSE (disease or injury that initiated the events resulting in death) LAST.

b.

Due to (or as a consequence of)

c.

Due to (or as a consequence of)

d.

**PART II.**

Enter other significant conditions contributing to death but not resulting in the underlying cause given in PART I.

Other Significant Conditions contributing to death

Previous Next Finish Cancel

To be completed by Certifier

Click the Next button.

Tab 10  
Manner/Details/Injury

ERAVE - Dynamic Screen Engine - Windows Internet Explorer

http://10.141.128.217:8080/erave/servlet/dse/process

File Edit View Favorites Tools Help

★ Favorites ★ Suggested Sites Free Hotmail Get more Add-ons

ERAVE - Dynamic Screen Engine

Attachments

Arkansas -- EDRS: Name: WILLIAMS, THOMAS DOD: 01/01/2012

1 Decedent 2 Decedent Info 3 Place of Death 4 Parents/Informant 5 Disposition 6 Decedent History 7 Funeral Home/Embalmer 8 Actual Date/Pronounce/Contact 9 Cause of Death 10 Manner/Details/Injury 11 Certifier 12 Case Actions

**21. Autopsy**

Was an autopsy performed?

Were autopsy findings available to complete the cause of death?

**22. Manner of Death**

Manner of death

**23-24. Death Details**

Did tobacco use contribute to death?

If female, select one from list

Verification required

**25a-d. When and Where Injury Occurred**

Date of injury (MM/DD/YYYY)

☐ Approximate

Time of injury (HH:MM)

Time indicator

☐ Approximate

Place of injury (e.g. decedent's home, construction site, restaurant, wooded area)

Injury at work?

**25e. Location of Injury Address**

Location unknown ☐

Number and street

Apartment number

Country

State/province

City list

City or town

Zip code

Validate address

Validation result

☐ Accept address

**25f. Describe How Injury Occurred**

Description

**25g. If Transportation Injury**

Specify

Other - specify

To be completed by Certifier

Click the Next button

# Tab 11 Certifier

Click the Next button

ERAVE - Dynamic Screen Engine - Windows Internet Explorer

http://10.141.128.217:8080/erave/servlet/dse/process

File Edit View Favorites Tools Help

★ Favorites ☆ Suggested Sites Free Hotmail Get more Add-ons

ERAVE - Dynamic Screen Engine

Attachments

Arkansas -- EDRS: Name: WILLIAMS, THOMAS DOD: 01/01/2012

1 Decedent 2 Decedent Info 3 Place of Death 4 Parents/Informant 5 Disposition 6 Decedent History 7 Funeral Home/Embalmer 8 Actual Date/Pronounce/Contact 9 Cause of Death 10 Manner/Details/Injury 11 Certifier 12 Case Actions

26a. Certifier's Name and Designation

Certifier designation Select

Physicians Select

Medical examiners Select

Coroners Select

Hospice RN's Select

First name

Middle name

Last name

Suffix Select

Title list Select

Title

Preferred method of contact

Contact information

Case access

Phone number

Date signed by certifier (MM/DD/YYYY)

26b. Certifier's Address

Number and street

Apartment number

Country UNITED STATES

State/province ARKANSAS

City list Select

City or town

Zip code

26c. Certifier's License Number

Case Information

Decedent's first name THOMAS

Decedent's last name WILLIAMS

Decedent's date of birth 04/11/1989

Sex MALE

Previous Next Finish Cancel

To be completed by Certifier

## Tab 12 Case Actions

### Assign/Transfer/Notify Medical Certifier

- Select the appropriate Action from the drop down menu

- Select a Physician, Coroner, Hospice RN or Medical Examiner from a drop down menu

- If necessary, **Refer to /Notify Chief Medical Examiner State Office or Assign/Transfer Notify another Funeral Home.**

- If declining to sign select the appropriate reason from the drop down menu.

**Click the Finish button.**

ERAVE - Dynamic Screen Engine - Windows Internet Explorer

http://10.141.128.217:8080/erave/servlet/dse/process

File Edit View Favorites Tools Help

★ Favorites ★ Suggested Sites Free Hotmail Get more Add-ons

ERAVE - Dynamic Screen Engine

Attachments

Arkansas -- EDRS: Name: WILLIAMS, THOMAS DOD: 01/01/2012

1 Decedent 2 Decedent Info 3 Place of Death 4 Parents/Informant 5 Disposition 6 Decedent History 7 Funeral Home/Embalmer 8 Actual Date/Pronounce/Contact 9 Cause of Death 10 Manner/Details/Injury 11 Certifier

12 Case Actions

Comments Among Users About Case

Comments

Assign/Transfer/Notify Medical Certifier

Action Select

Select physician Select

Select coroner Select

Select hospice RN Select

Select medical examiner Select

Back in office

Case access

Assign/Transfer/Notify Funeral Home

Action Select

Responsible funeral home Select

Case access

Refer to/Notify Chief Medical Examiner State Office

Reason Select

Other reason

Decline to Sign

Reason Select

Other reason

Decline to Certify

Reason Select

Other reason

Personal Information Actions

☐ Ready to sign personal information

☐ Un-sign

Personal information exceptions N

Medical Information Actions

☐ Ready to certify medical information

☐ Un-certify

Medical information exceptions N

☐ Fax attestation signed, no markups

50/52. Registration Information

☐ Release for registration

Certificate number

Case Action History

11/28/2012 User ID: 146 Case started at ROLLER-CHENAL FUNERAL HOME

Previous Next Finish Cancel

# ERAVE Warning Screen

Warning Screen list all the Personal and Medical Information that needs to be completed before the record can be Submitted for registration.

Click the Save (as Pending) button

ERAVE - Incomplete record warning - Windows Internet Explorer

http://10.141.128.217:8080/erave/servlet/dse/process

File Edit View Favorites Tools Help

ERAVE - Incomplete record warning

at ROLLER-CHENAL FUNERAL HOME [change]  
Unit: ROLLER-CHENAL FUNERAL HOME

Electronic Registration of Arkansas Vital Events

Main -- Death -- Create Case

## ERAVE Warning

The record you are trying to save is UNFINISHED. All of the following fields are required for a FINISHED record.

[All Demographic Exceptions should be reviewed Fix following:](#)

[SSN is unknown or not given](#)  
**Field Group Description:** SSN is unknown or not given.

[Required to Submit to State. Fix all the following:](#)

[Personal Information Section](#)  
**Field Group Description:** Must be signed or dropped to paper.

[Medical Information Section](#)  
**Field Group Description:** Must be certified or dropped to paper.

[The following information must be entered to complete the medical information section. Fix all the following:](#)

[Cause of death must be specified](#)  
**Field Group Description:** Cause of death must be specified or Pending checked.

[Did tobacco use contribute to death must be answered](#)  
**Field Group Description:** Did tobacco use contribute to death must be answered.

[Certifier's designation must be entered](#)  
**Field Group Description:** Certifier's designation must be entered.

[Manner of death must be selected](#)  
**Field Group Description:** Manner of death must be selected.

[Pronouncer must be specified](#)  
**Field Group Description:** Pronouncer type and name is required.

[Autopsy must be answered or select Unknown](#)  
**Field Group Description:** Autopsy must be answered or select Unknown.

[Save \(as Pending\)](#)

Medical information that needs to be completed

# Successful Transaction Screen

On this screen there are the options to: **Print Draft, Sign Now, Return to Record, Order Fact of Death, Main Menu** and **Repeat Task**.

- If the disposition had been **Cremation** or **Removal From state**, the options to print a **Burial/Transit** permit would be shown on this screen.

\* **Only a user assigned as a Funeral Director within ERAVE** can sign the **personal Information** section of a death record.

**Click the Sign Now button.**

ERAVE - Post Entry Page - Windows Internet Explorer

http://10.141.128.217:8080/erave/servlet/dse/process?mmr\_id=2

File Edit View Favorites Tools Help

★ Favorites ERAVE - Post Entry Page

Logged in as:  
Anthony Enoch  
at ROLLER-CHENAL FUNERAL HOME [change]  
Unit: ROLLER-CHENAL FUNERAL HOME

**ERAVE**  
Electronic Registration  
of Arkansas Vital Events

Version: RLS-0-64-TRN  
11/28/2012 03:21 PM  
Logout | Help

Main -- Death -- Create Case

## Successful Transaction

Your transaction has been saved successfully.

## Print Confirmation

Your actions have triggered the following documents to be printed.  
Please select all documents you wish to print.

Print Draft:

**Print**

## Other Options

Following options are available:

**Sign Now**

**Return to Record**

**Order Fact of Death**

**Main Menu** **Repeat Task**

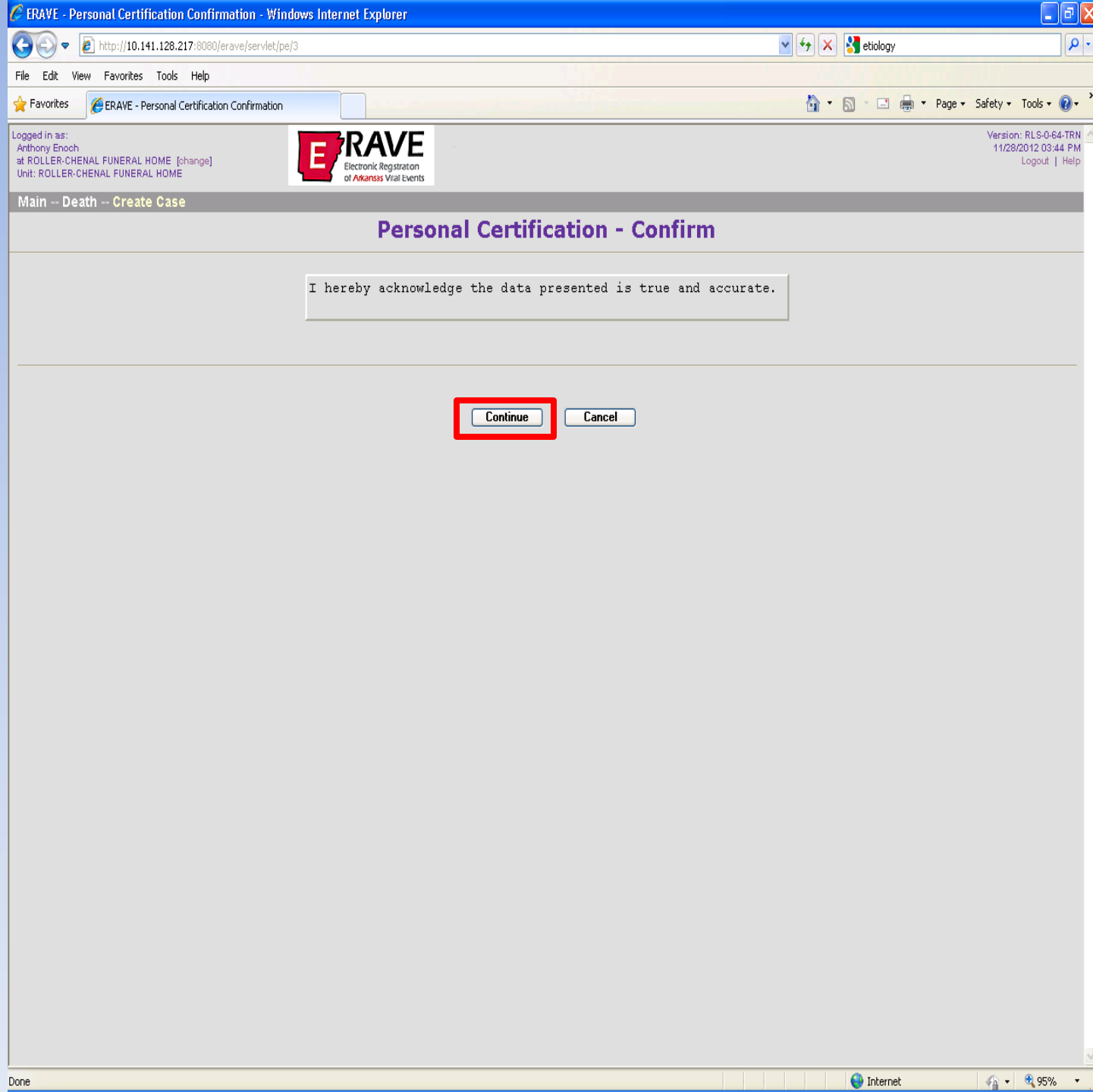
Done

Internet 95%

# Personal Certification – Confirmation Screen

This screen states that all data presented is true and accurate to the best of the Funeral Director’s ability.

Click the Continue button



## Sign Death Case – Confirm

This screen states the case has  
been successfully signed

### Record Summary

- Registration status: **Not Submitted**
- Personal information status: **Signed**
- Medical information status: **New**
- Personal information finished: **Y**
- Medical information finished: **N**

**Click the Continue button.**

ERAVE - Sign Death Case Confirmation - Windows Internet Explorer

http://10.141.128.217:8080/erave/servlet/wfs/confirm

File Edit View Favorites Tools Help

★ Favorites ERAVE - Sign Death Case Confirmation

Logged in as:  
Anthony Enoch  
at ROLLER-CHENAL FUNERAL HOME [change]  
Unit: ROLLER-CHENAL FUNERAL HOME

**ERAVE**  
Electronic Registration  
of Arkansas Vital Events

Version: RLS-0-64-TRN  
11/28/2012 03:48 PM  
Logout | Help

Main -- Death -- Create Case

### Sign Death Case - Confirm

Case successfully signed

[Record Summary](#)

Registration status: **Not submitted**  
Personal information status: **Signed**  
Medical information status: **New**  
Personal information finished: **Y**  
Medical information finished: **N**

**Continue** **Cancel**

Done Internet 95%




ERAVE - Post Entry Page - Windows Internet Explorer

http://10.141.128.217:8080/erave/servlet/wfs/confirmetiology

File Edit View Favorites Tools Help

★ Favorites ERAVE - Post Entry Page

Logged in as:  
Anthony Enoch  
at ROLLER-CHENAL FUNERAL HOME [change]  
Unit: ROLLER-CHENAL FUNERAL HOME



Version: RLS-0-64-TRN  
11/28/2012 03:57 PM  
Logout | Help

Main -- Death -- Create Case

### Successful Transaction

Your transaction has been saved successfully.

### Print Confirmation

Your actions have triggered the following documents to be printed.  
Please select all documents you wish to print.

Print Draft: ☐

Print

### Other Options

Following options are available:

Return to Record

Order Fact of Death

Main Menu

Repeat Task

Click the Main Menu button to return to the ERAVE Main Page

DoneInternet95%

ERAVE - Main Page - Windows Internet Explorer

http://10.141.128.217:8080/erave/go/1

etiology

File Edit View Favorites Tools Help

Favorites

ERAVE - Main Page

Home RSS Print Page Safety Tools ? >>

Logged in as:  
Anthony Enoch  
at ROLLER-CHENAL FUNERAL HOME [change]  
Unit: ROLLER-CHENAL FUNERAL HOME

ERAVE

Electronic Registration  
of Arkansas Viral Events

Version: RLS-0-64-TRN  
11/28/2012 04:03 PM  
[Logout](#) | [Help](#)

Main

Death | Fetal Death | Requests | System | Ad Hoc Reports

News

News Message

There is no news for Anthony Enoch

Open Cases (7)

First	Last Name	Date of Death	PI Status	Med. Status	Rec. Status	Details	Action
THOMAS	WILLIAMS	01/01/2012	Signed	New	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
RONALD	SIMMONS	04/11/2012	Signed	Certified	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
ALICE	JOHNSON	04/15/2012	Case pending	Certified	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
AL	BUNDY	07/07/2012	Signed	Case pending	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
TONY	ROMO	07/07/2012	Signed	Declined to certify	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
ANTHONY	FRED	08/03/2012	Ready to be sig...	Certified	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
ROBERT	PALMER	09/28/2012	Signed	Case pending	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>

Decedent appears in funeral home's Open Cases queue. PI Status: Signed, MI Status: New. Medical section has been assigned a certifier and is now awaiting medical certification.

Done

Internet 95%

# Log out as Funeral Director

ERAVE - Main Page - Windows Internet Explorer

http://10.141.128.217:8080/erave/go/1

File Edit View Favorites Tools Help

ERAVE - Main Page

Logged in as:  
Anthony Enoch  
at ROLLER-CHENAL FUNERAL HOME [change]  
Unit: ROLLER-CHENAL FUNERAL HOME

**ERAVE**  
Electronic Registration  
of Arkansas Vital Events

Version: RLS-0-64-TRN  
11/28/2012 04:03 PM  
[Logout](#) | [Help](#)

**Main**  
[Death](#) | [Fetal Death](#) | [Requests](#) | [System](#) | [Ad Hoc Reports](#)

**News**  
**News Message**  
There is no news for Anthony Enoch

**Open Cases (7)**

First	Last Name	Date of Death	PI Status	Med. Status	Rec. Status	Details	Action
THOMAS	WILLIAMS	01/01/2012	Signed	New	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
RONALD	SIMMONS	04/11/2012	Signed	Certified	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
ALICE	JOHNSON	04/15/2012	Case pending	Certified	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
AL	BUNDY	07/07/2012	Signed	Case pending	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
TONY	ROMO	07/07/2012	Signed	Declined to certify	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
ANTHONY	FRED	08/03/2012	Ready to be sig...	Certified	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
ROBERT	PALMER	09/28/2012	Signed	Case pending	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>

**LOGOUT CLICK HERE**

Done Internet 95%

# ERAVE Welcome Screen

Navigate back to the  
ERAVE Welcome Screen to  
log back into ERAVE.

Welcome to ERAVE - Windows Internet Explorer

http://10.141.128.205:8080/erave/gui/login/welcomeAR.jsp

File Edit View Favorites Tools Help

★ Favorites | ★ Suggested Sites | Free Hotmail | Get more Add-ons

Welcome to ERAVE

Arkansas Department of Health

**ERAVE**  
Electronic Registration  
of Arkansas Vital Events

Welcome to the Electronic Registration of Arkansas Vital Records (ERAVE) system provided by the Arkansas Department of Health. The ERAVE system provides authorized users a secure, online method for submitting and managing reports of vital events including deaths, infant hearing screenings, births, and fetal deaths.

**ERAVE Help Desk**

PHONE: 501-???-????  
EMAIL: <mailto:link>  
8:00 am to 4:00 pm  
(Monday - Friday)

**Vital Records Section**

PHONE: 501-661-????  
FAX: 501-661-2717  
[Vital Records ERAVE Information](#)  
ADDRESS:  
Vital Records Section  
Arkansas Department of Health  
4815 West Markham, Slot 44  
Little Rock, AR 72205

**Infant Hearing Screening Program**

PHONE: 501-280-4740  
FAX: 501-661-2717  
ADDRESS:  
Infant Hearing Program  
Arkansas Department of Health  
4815 West Markham, Slot 20  
Little Rock, AR 72205

**Death Registration Module**

The Electronic Death Registration System (EDRS) allows funeral directors and medical certifiers to electronically file death certificates. The EDRS includes online correction and amendment requests, printing of permits, and requests for certified copies.

**Infant Hearing Screening Module**

The Electronic Infant Hearing System (EIHS) allows specified users involved in Early Hearing Detection and Intervention (EHDI) in Arkansas online access for reporting newborn hearing screening and follow-up hearing test results.

**Birth Registration Module**

The Electronic Birth Registration System (EBRS) provides electronic filing of birth and fetal death records. The EBRS will be available late 2013.

**LOGIN**

Internet 95%

# ERAVE Login Screen

Once again enter your  
User Name  
And Password

Click the “Log In”  
button

ERAVE - Login Page - Windows Internet Explorer

http://10.141.128.217:8080/erave/do/login

File Edit View Favorites Tools Help

Favorites Suggested Sites Free Hotmail Get more Add-ons

ERAVE - Login Page

ERAVE  
Electronic Registration  
of Arkansas Vital Events

**WARNING:**

The purpose of the Electronic Registration of Arkansas Vital Events (ERAVE) system is to support the needs of the Arkansas Department of Health and other users such as Funeral Directors, Attending Physicians, Medical Examiners and Delivering Hospitals. This system may be used only for the purpose for which it is provided. Any attempt to file fraudulent Certificates of Birth, Death or Stillbirth is punishable in accordance with Arkansas Statutes.

By accessing this system, I agree to use this system only for the purpose of filing a Certificate of Birth, Death or Stillbirth where that vital event has occurred in the State of Arkansas.

I understand that failure to adhere to the above agreement will result in loss of access to ADH Internet databases, and I may be subject to legal penalties.

Username:

Password:

**Log In** Reset

Done Internet 95%

## Main Menu

Once logged in the user will locate the decedents name in the “**Open Cases**” queue. The user now will then see that the “**Med. Status**” has changed from “**New**” to “**Certified**” So therefore the record is now ready to be submitted for registration.

To submit the record for registration the user will click the word “**Process**” located to the far right of the decedent’s name under the heading “**Action**”

ERAVE - Main Page - Windows Internet Explorer

https://adheravetrain.arkansas.gov/erave/doj/login

Logged in as:  
Anthony Enoch  
at ROLLER-CHENAL FUNERAL HOME [change]  
Unit: ROLLER-CHENAL FUNERAL HOME

**ERAVE**  
Electronic Registration  
of Arkansas Vital Events

Version: RLS-0-71-TRN  
07/22/2013 11:08 AM  
Logout | Help

**Main**  
Death | Fetal Death | System | Ad Hoc Reports

**News**  
**News Message**  
NOTE: This is the **Arkansas Training** environment.

**Open Cases (4)**

First	Last Name	Date of Death	PI Status	Med. Status	Case Status	Details	Action
THOMAS	WILLIAMS	01/01/2013	Signed	Certified	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
ARTHUR	BLANK	01/01/2013	Signed	Certified	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
SHIMBERLY	GREEN	01/01/2013	Case pending	Certified	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
FRED	TALLEY	05/11/2013	Signed	New	Dropped to Paper	<a href="#">Details</a>	<a href="#">Process</a>

Done

Internet 100%

## Tab 1 Decedent

After the word process has been clicked the record will then open up to tab 1 Decedent. The user will then navigate to tab 12 Case Action.

Before the user can navigate to tab 12 several prompts appear.

- The first one will state, "No medical information can be changed while the medical section is certified.(click the "Ok" button)
- The second one will state, "Since the case is signed, no changes are allowed.(click the "Ok" button)

**\*Note: To make any changes at this point to the personal or Medical section the case would need to be either Unsigned and/or Uncertified by the appropriate person.**

•Certifier un-certifies medical section

•Signing funeral director un-signs personal section

**Navigate to tab 12 Case Actions**

ERAVE - Dynamic Screen Engine - Windows Internet Explorer

https://adheravetrain.arkansas.gov/erave/servlet/search\_hist

Attachments

Arkansas -- EDRS: Name: WILLIAMS, THOMAS DOD: 01/01/2013

1 Decedent | 2 Decedent Info | 3 Place of Death | 4 Parents/Informant | 5 Disposition | 6 Decedent History | 7 Funeral Home/Embalmer | 8 Actual Date/Pronounce/Contact | 9 Cause of Death | 10 Manner/Details/Injury | 11 Certifier | 12 Case Actions

1. Decedent's Legal Name

Name is unknown ☐

First THOMAS

Middle

Last WILLIAMS

Suffix

4. Decedent's Social Security Number

SSN 999-99-9999

☒ Unknown

☐ None

☐ Verified with informant

Verification status -1 - OVS not available

2. Decedent's Date of Birth

Date of birth (MM/DD/YYYY) 04/11/1969

3. Date/Time of Death

Date of death

Time of death

Case unique identifier 3002137

Previous Next Finish Cancel

Message from webpage

You may not change medical information while the medical information is certified. If necessary, please un-uncertify first. Click OK to continue to the next field, click CANCEL if you would like to correct your entry.

Message from webpage

Since the case is signed, no changes are allowed to the personal information sections. You must first un-sign if changes are required. Click OK to continue to the next field, click CANCEL if you would like to correct your entry.

## Tab 12 Case Actions

Here the user can submit the record for registration by simply checking the **“Release for Registration”** check box located in section **“50/52. Registration Information”**

Click the **“Finish”** button.

ERAVE - Dynamic Screen Engine - Windows Internet Explorer

https://adheravetrain.arkansas.gov/erave/servlet/dse/process

**10 Manner/Details/Injury** | **11 Certifier** | **12 Case Actions**

**Comments Among Users About Case**

Comments

**Assign/Transfer/Notify Medical Certifier**

Action

Select physician

Select coroner

Select hospice RN

Select medical examiner

Back in office

Case access

Notify physician N

**Assign/Transfer/Notify Funeral Home**

Action

Responsible funeral home

Case access

Notify funeral home N

**Refer to/Notify Chief Medical Examiner State Office**

Reason

Other reason

**Decline to Sign**

Reason

Other reason

**Decline to Certify**

Reason

Other reason

**Personal Information Actions**

☒ Ready to sign personal information

☐ Un-sign

Personal information exceptions Y

Personal information status Signed

**Medical Information Actions**

☒ Ready to certify medical information

☐ Un-certify

Medical information exceptions N

☐ Fax attestation signed, no markups

**50/52. Registration Information**

☒ Release for registration

Certificate number

Date when case is registered

**Case Action History**

07/23/2013 User ID: 146 Case started at ROLLER-CHENAL FUNERAL HOME

07/23/2013 User ID: 146 Assigned MI to ANTHONY ENOCH 4563407/23/2013

09:14:08 adenoch Signed 07/23/2013 09:16:04 adenoch Certified

**Previous** **Next** **Finish** **Cancel**



# ERAVE Warning Screen

Now the record has been signed, certified and released for registration.

Click the **“Save as Pending”** button

ERAVE - Incomplete record warning - Windows Internet Explorer

https://adheravetrain.arkansas.gov/erave/servlet/dse/process

Logged in as:  
Anthony Enoch  
at ROLLER-CHENAL FUNERAL HOME [change]  
Unit: ROLLER-CHENAL FUNERAL HOME



Version: RLS-0-72-TRN  
07/23/2013 09:21 AM  
Logout | Help

Main -- Death -- Create Case

## ERAVE Warning

The record you are trying to save is UNFINISHED. All of the following fields are required for a FINISHED record.

All Demographic Exceptions should be reviewed Fix following:

SSN is unknown or not given

**Field Group Description:** SSN is unknown or not given.

Save (as Pending)

DoneInternet100%

## Successful Transaction Screen

ERAVE - Post Entry Page - Windows Internet Explorer

https://adheravetrain.arkansas.gov/erave/servlet/dse/process?mmr\_id=2

Logged in as:  
Anthony Enoch  
at ROLLER-CHENAL FUNERAL HOME [change]  
Unit: ROLLER-CHENAL FUNERAL HOME

**ERAVE**  
Electronic Registration  
of Arkansas Vital Events

Version: RLS-0-72-TRN  
07/23/2013 09:24 AM  
Logout | Help

Main -- Death -- Create Case

### Successful Transaction

Your transaction has been saved successfully.

### Print Confirmation

Your actions have triggered the following documents to be printed.  
Please select all documents you wish to print.

Print Draft: ☐

[Print](#)

### Other Options

Following options are available:

[Return to Record](#)

[Main Menu](#) [Repeat Task](#)

Done Internet 100%

Click the **“Main Menu”** button

## Main Menu

After returning to the main menu the user will see that the record no longer appears in his/her “**Open Cases**” queue.

It has been;  
**RELEASED FOR  
REGISTRATION!!**

ERAVE - Main Page - Windows Internet Explorer

https://adheravetrain.arkansas.gov/erave/go/1

Logged in as:  
Anthony Enoch  
at ROLLER-CHENAL FUNERAL HOME [change]  
Unit: ROLLER-CHENAL FUNERAL HOME

**ERAVE**  
Electronic Registration  
of Arkansas Vital Events

Version: RLS-0-72-TRN  
07/23/2013 09:28 AM  
Logout | Help

**Main**  
Death | System | Ad Hoc Reports

**News**  
News Message  
NOTE: This is the Arkansas Training environment.

**Open Cases (3)**

First	Last Name	Date of Death	PI Status	Med. Status	Case Status	Details	Action
ARTHUR	BLANK	01/01/2013	Signed	Certified	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
SHIMBERLY	GREEN	01/01/2013	Case pending	Certified	Not submitted	<a href="#">Details</a>	<a href="#">Process</a>
FRED	TALLEY	05/11/2013	Signed	New	Dropped to Paper	<a href="#">Details</a>	<a href="#">Process</a>

**EXCELLENT JOB!!!**

Done Internet 100%

# QUICK REVIEW



- Funeral home starts death case
- Funeral home verifies social security number through ERAVE *(User will be allowed 5 attempts a validating a SSN)*
- Funeral home completes personal information section
- Funeral home then reviews personal information section and makes corrections if necessary
- After all corrections are made, Funeral home signs the personal information section

# QUICK REVIEW



- Funeral home assigns medical section to medical certifier
  - Case will remain in funeral home's Open Cases queue with the Med. Status showing case pending
  - Once a case has been certified the Med. Status will change in the open cases queue from "Pending" to "Certified"
- Once record is certified funeral director releases record to state for registration.

# THINGS TO REMEMBER



- A funeral director's assistant or office staff can complete the personal information section of a case for the funeral director.
- Only a funeral director can sign the personal information section
- Once a case is signed only the funeral director that signed the case can un-sign it.
- Only a funeral director can release a record to the state for registration



## Overall Benefits

More Efficient

- Faster

- Fewer mistakes

- Faster turn around time

Convenient

- Web-based

- Work at home or office